

Other Document Form

Number **D444**

Title **AMENDED M. NOTES OF MEETING WITH CLINICAL TEAM 8/3/03**

(Include source and any document number if relevant)

Receivers instructions urgent action **YES** **Action items 1 to 10 + 12.**

Document registered / indexed as indicated

No(s) of actions raised **A578.**

Statement readers instructions

Indexed as indicated

No(s) of actions raised

Examined - further action to be taken

Further actions no(s)

Code A

Code A

SIO

Indexer

Minutes of meeting with Clinical team at 1715 hours Saturday 8th
March 2003 at Cheadle House

Persons present:

DI Niven

Code A

Prof. Robert FORREST

Dr. Peter LAWSON

Dr Anne NAYSMITH

Dr. Robin FERNER

Irene WATERS

Professor FORREST stated that the clinical team had devised a matrix for use by the team when categorising the cases. They intend to examine the medical records of the first 20 cases, alphabetically, and then meet to discuss their findings/mechanism.

The clinical team made a request for the following material which they feel may assist them.

1. GP notes. Cases will be screened before obtaining these.
2. Copies of death certificates relating to all 62 cases. Original copies which include Doctors signature, not copy from deaths register.
3. Full sets of cremation certificates, forms A,B,C & D in respect of all 62 cases.
4. Copy of Wessex Protocol.
5. Copy of In-Hospital protocols.
6. Copies of original complaints made by relatives, including 3 cases mentioned in CHI report.
7. Technical details, manufacturers handbooks, of all types of syringe drivers used at GWMH – including makes/types/numbers.
8. Incident reports regarding syringe driver mechanical errors.
9. All nursing notes. Was there a policy on microfilm?
10. Nurse training – Record of training given.
11. Brief record of law on corporate manslaughter.
12. Copy of talk on disclosure.

Time scale discussed – estimated 160 to 180 hours minimum.

End of meeting.